



CITY OF LODI COUNCIL COMMUNICATION

AGENDA TITLE: Approve Issuance of Request for Proposals and Authorize Advertisement to Provide Ground Water Monitoring/Reporting Services

MEETING DATE: February 18, 2009

PREPARED BY: Public Works Director

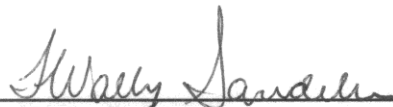
RECOMMENDED ACTION: Approve issuance of Request for Proposals and authorize advertisement to provide ground water monitoring/reporting services.

BACKGROUND INFORMATION: The purpose of the ground water monitoring is to measure concentrations of PCE, TCE and other related breakdown chemicals within the Central Plume source areas, to assess the lateral and vertical extent of these chemicals, and to track changes in chemical concentrations over time. The City must submit quarterly reports as required by Monitoring and Reporting Program Order No. R5-2008-0813 (MRP) issued by the Central Valley Regional Water Quality Control Board (RWQCB) on April 16, 2008. In the past, these services have been provided by Treadwell and Rollo in conjunction with other PCE/TCE services provided to the City. Staff recommends bidding out these services by soliciting proposals from qualified firms that are experienced in the sampling, monitoring and reporting of ground water conditions in the northern California area and are capable of providing all necessary field and professional services needed for this task.

The Request for Proposals is attached. The recommended services contract term is two years, with an option for extending it for an additional two years. Proposals will be received until April 3, 2009, at which time they will be reviewed by a selection committee. Staff will return to the City Council with a recommendation to award the contract.

FISCAL IMPACT: Annual costs are funded by PCE/TCE Cleanup Funds

FUNDING AVAILABLE: Funding for this project will be coming from the 190 Fund. An appropriation will be made at contract award. The project estimate is \$160,000.


F. Wally Sandelin
Public Works Director

Prepared by Chris Boyer, Junior Engineer
FWS/CB/pmf
Attachment
cc: Purchasing Officer
Water Services Manager

APPROVED: 
Blair King, City Manager

REQUEST FOR PROPOSALS (RFP) TO PROVIDE CONSULTANT SERVICES FOR GROUND WATER MONITORING/REPORTING SERVICES

GENERAL PROJECT DESCRIPTION AND REQUIREMENTS

The City of Lodi (City) is requesting proposals to provide consultant services for the Ground Water Monitoring and Reporting Services specified herein. The purpose of the ground water monitoring is to measure concentrations of tetrachlorethene (PCE), trichloroethene (TCE) and other related breakdown chemicals within the Central Plume source areas (Figure 1), to assess the lateral and vertical extent of these chemicals, and to track changes in chemical concentrations over time. The City must submit quarterly reports as required by Monitoring and Reporting Program Order No. R5-2008-0813 (MRP) issued by the Central Valley Regional Water Quality Control Board (RWQCB) on April 16, 2008. The City intends to enter into an agreement with a qualified ground water consulting firm (Consultant) which is experienced in the sampling, monitoring and reporting of ground water conditions in the Northern California area and is capable of providing all necessary field and professional services for the Scope of Work as described herein.

SERVICES TO BE PROVIDED BY THE CONSULTANT

The City is requesting consultant services for a period of two years (with an option to extend for an additional two years) to collect water samples from fifty (50) ground water monitoring wells throughout the City (Figure 2) and prepare quarterly/annual ground water monitoring reports for submittal to the RWQCB. The Consultant must prepare the reports in accordance with the MRP issued by RWQCB on April 16, 2008 (Attachment A). The Consultant shall include professional staff and equipment to provide all services necessary for the performance of this project, including, but not limited to, the following:

1. Performing field sampling
2. Making field observations of ground water quality and measurements
3. Containerizing the water samples
4. Labeling them for chain-of-custody
5. Transporting the samples to a testing facility
6. Interpreting analytical results
7. Preparing ground water monitoring reports
8. Submitting reports to the RWQCB

Consultant will provide appropriate project management services associated with proposed activities. It is anticipated that project management activities will include, but may not be limited to, scheduling of field activities, meetings with City personnel, the review of Regional Board correspondence or other documents associated with the project, scheduling sample deliveries to the laboratory and coordination of testing requirements and results with the laboratory, collection of ground water monitoring data from local water agencies, and coordination of data management with City personnel and the Regional Board.

On a quarterly basis, the Consultant will collect ground water samples from the 50 monitoring wells in the Central Plume area. Water sampling procedures for the City must follow the guidelines presented in the California Environmental Protection Agency (EPA) Guidance Manual for Ground Water Investigations. The Consultant shall summarize the data in such a manner to clearly illustrate compliance with the Monitoring and Reporting Program (MRP) Order No. R5-2008-0813. In addition, the Consultant shall notify the RWQCB within 48 hours of any unscheduled shutdown of any soil vapor and/or ground water extraction system. All Ground Water Monitoring Reports shall be

prepared under the direct supervision of a Registered Engineer or Geologist and signed and stamped by the registered professional.

SERVICES TO BE PROVIDED BY THE CITY OF LODI

- A. The City will provide access to all past ground water monitoring reports and figures. Reproductions of these records will be provided on a limited basis.
- B. The City will provide copies of the City's available record drawings of existing facilities. The City makes no warranty that record drawings for existing improvements are available.
- C. The City will provide support services required to review, supervise, monitor and finance the project deliverables except for those services to be provided by the Consultant as set forth herein.

PROPOSAL

All interested firms shall submit their Proposal which shall contain at a minimum the following information:

- A. Names and relevant experience of the firm's principals and key personnel who will be working on the project
- B. List of comparable projects in Northern California of similar type, scope, and size. Provide the following information for each project:
 - 1. Project name, location and description, including size of the project
 - 2. Nature of firm's responsibility
 - 3. Names of firm's key personnel involved in the project
 - 4. Total dollar amount of the firm's contract
 - 5. Name, address and phone number of the contact person
- C. A statement of why the firm believes it should be selected for this project

PROJECT FEE PROPOSAL

All firms shall submit a not-to-exceed fee proposal based on the Scope of Work described in this RFP. The fee proposal shall be itemized for the project.

- A. Project Management
- B. Monitoring/Sampling Field Work
- C. Data Analysis and Report Preparation
- D. Fee Proposal shall apply to the initial two-year term of the contract and must specify terms applicable to an optional two-year extension of the contract.

SUBMITTAL OF PROPOSALS AND FEE PROPOSAL

Firms responding to this RFP must include the following items in their submittal package:

- A. Four (4) copies of the firm's Proposal
- B. One copy of the Fee Proposal in its own sealed envelope labeled as "Fee Proposal"

The submittal items must be placed into a sealed envelope bearing the firm's name and delivered to:

City of Lodi
Public Works Department
P.O. Box 3006 (221 West Pine Street)
Lodi, CA 95241-1910 (95240)

Submittals received after Friday, April 3, 2009, will be considered non-responsive. Faxed copies will not be accepted.

SELECTION PROCESS

Proposals received by the City will be reviewed by a Selection Committee. Proposals will be evaluated based upon, but not limited to, the following criteria:

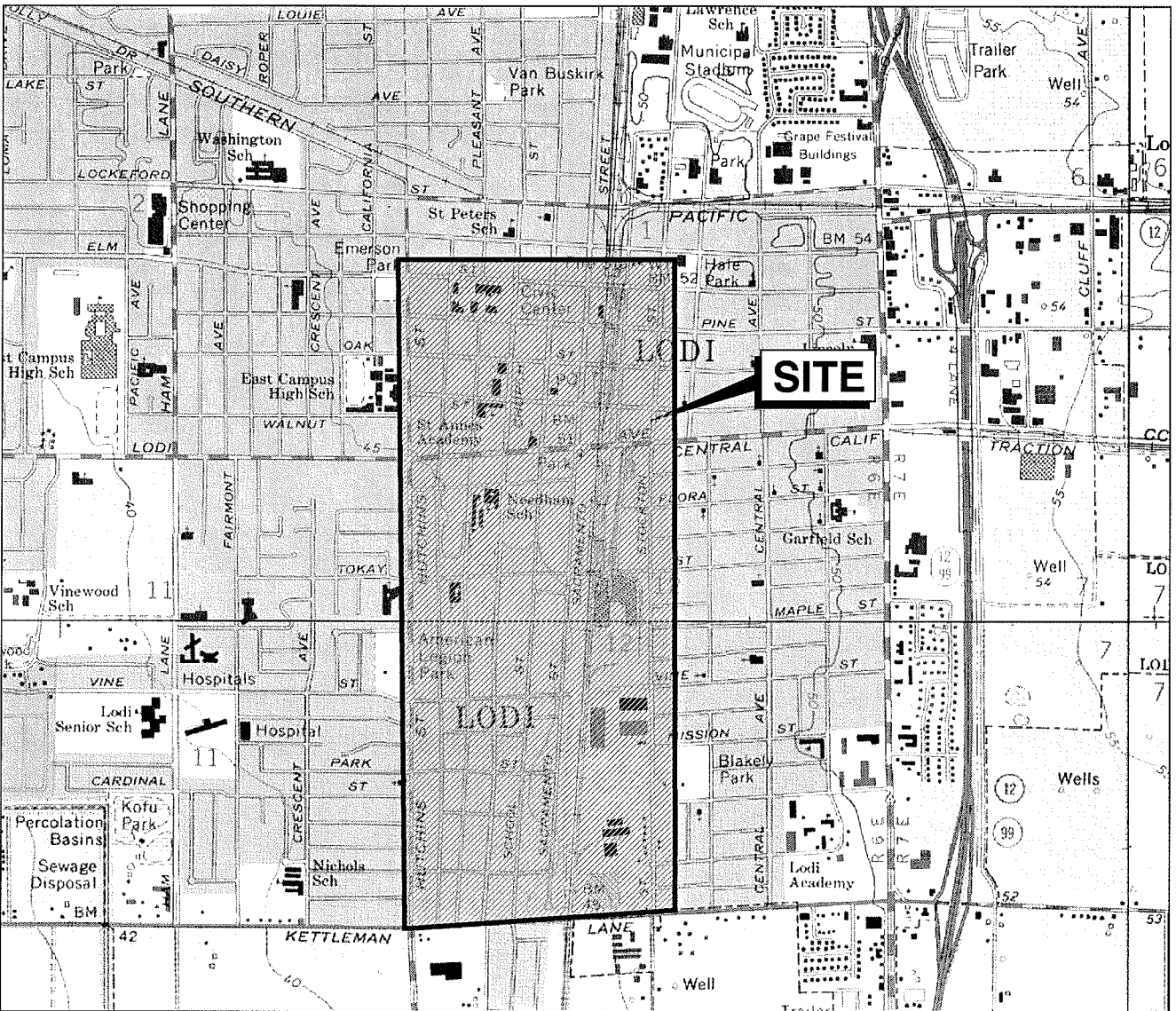
- A. The firm's ability to understand the project requirements as it may be revealed in their proposed method and procedure of study and their approach to the project
- B. Consultant and sub-consultant qualifications and experience
- C. Local consultant involvement

The Selection Committee may select up to three firms for oral interviews. Cost proposals for those firms selected for an oral interview will be opened after the interviews. The remaining sealed cost estimates for the firms not selected will be returned unopened. The Committee may alternatively decide to waive the oral interviews and select a firm based on their proposal. Once the proposal review/interviews are completed, the Selection Committee will rank the firms.

The City will then negotiate a contract with the top-ranked firm. If agreement cannot be reached, the City will then negotiate with the second-ranked firm. The compensation discussed with one prospective Consultant will not be disclosed or discussed with another Consultant. Once the Selection Committee has made a final selection and negotiated a price for the work, it will recommend the selection to the City Council for approval. The City reserves the right to reject all proposals.

CONTRACT

A copy of the City of Lodi Standard Consultant Agreement is included in Exhibit B and will be used for this project.



Base map: Maptech, Inc., Terrain Navigator 2002
San Joaquin County



No scale

CENTRAL PLUME AREA
Lodi, California

SITE LOCATION MAP

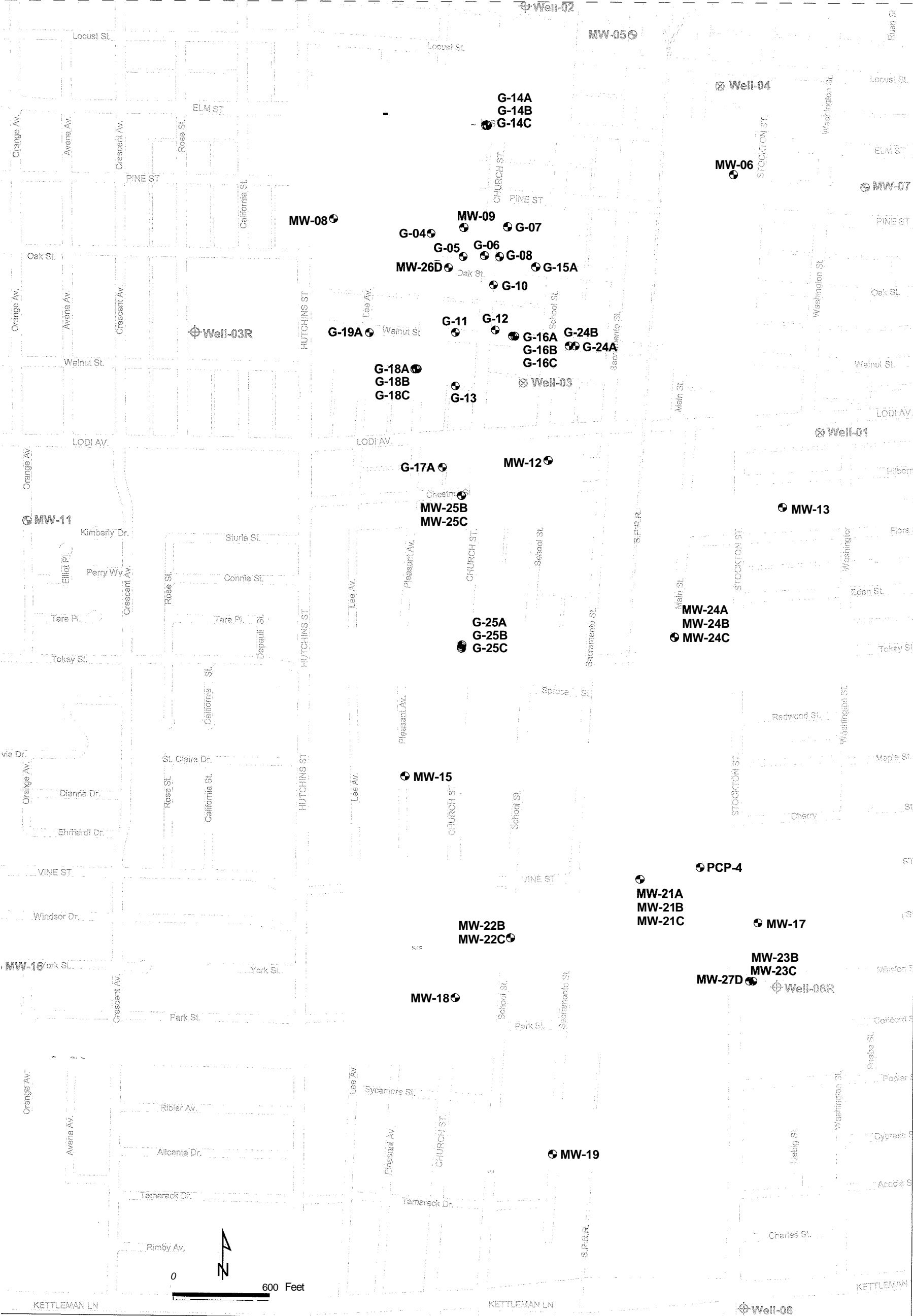
Treadwell&Rollo

Date 06/05/06





Project No. 3923.16

Figure 1

Treadwell & Rollo C:\GIS\3923\3923_16\2007 03\QW C:\ARTERY V ADD 07/2008



LEGEND

-  **MW-12** Monitoring Well
Included in Groundwater Monitoring Program
-  **MW-05** Monitoring Well
Not Included in Groundwater Monitoring Program
-  **Well-03R** Water Supply Well
-  **Well-03** Abandoned Water Supply Well

Note:
Basemap source: **City of Lodi** Public Works.

CITY OF LODI
Lodi, California

WELL LOCATIONS
Central Plume Area

Date 07/2008 | Project No. 3923.16 | Figure 2

Treadwell&Rollo

CALIFORNIA REGIONAL WATER QUALITY CONTROL BOARD
CENTRAL VALLEY REGION

MONITORING AND REPORTING PROGRAM-NO. R5-2008-0813
CALIFORNIA WATER CODE SECTION 13267
FOR

**CITY OF LODI
LODI CENTRAL PLUME AREA
SAN JOAQUIN COUNTY**

The Lodi Central Plume Area (CPA) groundwater plume begins at the location of three former dry cleaning businesses and one former newspaper printing shop. The City of Lodi is the Discharger due to settlements with former named dischargers: Guild Cleaners, Inc. (Guild) located at 17 South Church Street; Odd Fellows, the landlords of R & J Cleaners (R & J) located at 218 West Pine Street; Flair Cleaners (Flair) located at 218 West Pine Street; and from printing operations conducted at the Lodi News Sentinel located at 212 West Pine Street, and their landlord, Beckman Capital Corporation. This pollution has impaired the beneficial use of this water resource. The City of Lodi is investigating and remediating the volatile organic compound pollution in soil and groundwater as a result of dry cleaning and newspaper printing operations at the CPA plume source area.

This Monitoring and Reporting Program (MRP) is issued pursuant to Section 13267 of the California Water Code and is necessary to delineate groundwater pollutant plumes and determine whether remediation efforts are effective. Existing data and information about the CPA plume show the presence of various chemicals, including tetrachloroethene (PCE), trichloroethene (TCE), cis-1,2-dichloroethene, and trans-1,2-dichloroethene (1,2-DCE) beneath the alley (source area) behind the four businesses due to past operations of the dry cleaning and newspaper printing businesses. The Discharge! shall not implement any changes to this MRP unless and until a revised MRP is issued by the Executive Officer.

The CPA plume is approximately one mile in length, oriented predominantly from north to south, and turning southeast at the down gradient end. Groundwater flow is south to southeast. At the source area, the plume is approximately 1200 feet wide in the shallow zone, and narrows to about 600 to 700 feet wide down gradient from the source area. Depth to groundwater varies according to location in the plume. Near the source area, depth to groundwater is about 55 feet below ground surface (bgs). In the mid plume area, depth to groundwater is about 58 feet bgs. At the down gradient extent of the plume, depth to groundwater is about 63 feet bgs. The City of Lodi has been conducting quarterly groundwater monitoring since 2004 as part of a monitoring and reporting plan required by Cleanup and Abatement Order (CAO) No. R5-2004-0043 (Required Action No. 18).

Prior to construction of any new groundwater monitoring or extraction wells, and prior to destruction of any groundwater monitoring or extraction wells, the Discharger shall submit plans and specifications to the Board for review and approval. Once installed, all new wells shall be added to the monitoring program and shall be sampled and analyzed according to the schedule below.

GROUNDWATER MONITORING

As shown on Figure 1, there are fifty (50) monitoring wells scheduled to be part of the MRP. The groundwater monitoring program for the fifty (50) monitoring wells shall follow the schedule below. Any wells installed subsequent to the issuance of this MRP, shall be monitored on a quarterly frequency for eight consecutive quarters, after which time a determination can be made concerning the long term monitoring frequency needed. The volume of extracted groundwater also shall be provided in semi-annual monitoring reports. Sample collection and analysis shall follow standard EPA protocol.

	SAMPLING FREQUENCY ¹		
	Quarterly	Semi-annually ²	Annually ³
Wells	G-04; G-05; G-06; G-07; G-08; G-11; G-12; G-13; G-14A; G-15A; G-16A; G-16B; G-17A; G-18A; G-19A; G-24B; G-25A; G-25B; MW-06; MW-09; MW-12; MW-21A; MW-21B; MW-21C; MW-22B; MW-22C; MW-25B; MW-27D; PCP-4	G-24A; MW-23B; MW-23C;	G-10; G-14B; G-14C; G-18B; G-25C; MW-08; MW-15; MW-17; MW-24A; MW-24B; MW-24C; MW-25C; MW-26D;

¹ All wells shall be monitored quarterly for depth to groundwater.

² Wells shall be sampled semi-annually during the first and third quarters,

³ Wells shall be sampled annually during the third quarter.

Constituents	EPA Analytical Method	Maximum Practical Quantitation Limit (µg/l) ⁴	Sampling Frequency
Depth to Groundwater All wells listed above, plus G-16C; G-18C; MW-13; MW-18; MW-19;	---	---	Quarterly
Volatile Organic Compounds	8260	0.5	Quarterly; Semi-annually; Annually

⁴ For non-detectable results, all concentrations between the Method Detection Limit and the Practical Quantitation Limit shall be reported as trace.

REPORTING

When reporting the data, the Discharger shall arrange the information in tabular form so that the date, the constituents, and the concentrations are readily discernible. The data shall be summarized in such a manner as to illustrate clearly the compliance with this Order. In addition, the Discharger shall notify the Board within 48 hours of any unscheduled shutdown of any soil vapor and/or groundwater extraction system.

As required by the California Business and Professions Code Sections 6735, 7835, and 7835.1, all reports shall be prepared by a registered professional or their subordinate and signed by the registered professional.

Quarterly electronic reports, which conform to the requirements of the California Code of Regulations, Title 23, Division 3, Chapter 30, shall be submitted electronically over the internet to the State Water Board Geotracker database system. The first, second, and third quarterly reports shall be submitted by the **1st day of the second month following the end of each calendar quarter (i.e., by 1 May, 1 August, and 1 November)**, and the fourth quarter and annual report shall be submitted on the **1st day of the third month following the end of the fourth calendar quarter (i.e., by 1 March)** until such time as the Executive Officer determines that the reports are no longer necessary.

Quarterly paper copy reports shall be submitted to the Regional Water Board by the **1st day of the second month following the end of each calendar quarter (i.e., by 1 May, 1 August, and 1 November)**, and the fourth quarter and annual report shall be submitted on the **1st day of the third month following the end of the fourth calendar quarter (i.e., by 1 March)** until such time as the Executive Officer determines that the reports are no longer necessary. Each quarterly report shall include the following minimum information:

- (a) A description and discussion of the groundwater sampling event and results, including trends in the concentrations of pollutants and groundwater elevations in the wells, how and when samples were collected, and whether the pollutant plume(s) is delineated.
- (b) Passive Diffusion Bag samplers are used to monitor water quality parameters in all monitoring wells in the Lodi Central Plume. Therefore, field logs of water quality parameters measured before, during, and after purging, method of purging, depth of water, volume of water purged, etc. are not applicable
- (c) Groundwater contour maps for all groundwater zones, if applicable.
- (d) Isoconcentration contour maps for volatile organic compounds detected in established groundwater zones.

- (e) A table showing well construction details such as well number, groundwater zone being monitored, coordinates (longitude and latitude), ground surface elevation, reference elevation, elevation of screen, elevation of bentonite, elevation of filter pack, and elevation of well bottom.
- (9) A table showing historical lateral and vertical (if applicable) flow directions and gradients.
- (g) Cumulative data tables containing the water quality analytical results and depth to groundwater.
- (h) A copy of the laboratory analytical data report.
- (i) If applicable, the status of any ongoing remediation, including cumulative information on the mass of pollutant removed from the subsurface, system operating time, the effectiveness of the remediation system, and any field notes pertaining to the operation and maintenance of the system.
- (j) If applicable, the reasons for and duration of all interruptions in the operation of any remediation system, and actions planned or taken to correct and prevent interruptions.

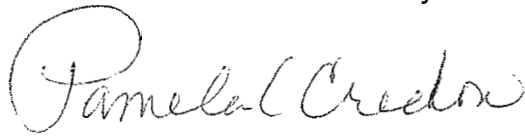
An Annual Report shall be submitted to the Regional Water Board by **1 March** of each year. This report shall contain an evaluation of the effectiveness and progress of the investigation and remediation, and may be substituted for the fourth quarter (**or second semi-annual**) monitoring report. The Annual Report shall contain the following minimum information:

- (a) Both tabular and graphical summaries of all data obtained during the year
- (b) Groundwater contour maps and pollutant concentration maps containing all data obtained during the previous year.
- (c) A discussion of the long-term trends in the concentrations of the pollutants in the groundwater monitoring wells.
- (d) An analysis of whether the pollutant plume is being captured by an extraction system or is continuing to spread.
- (e) A description of all remedial activities conducted during the year, an analysis of their effectiveness in removing the pollutants, and plans to improve remediation system effectiveness.
- (f) An identification of any data gaps and potential deficiencies/redundancies in the monitoring system or reporting program.

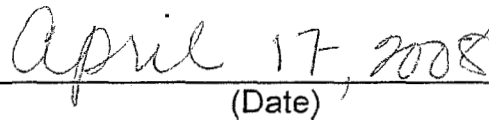
- (g) If desired, a proposal and rationale for any revisions to the groundwater sampling plan frequency and/or ~~list~~ of analytes.

The results of any monitoring done more frequently than required at the locations specified in the MRP also shall be reported to the Regional Water Board. The Discharger shall implement the above monitoring program as of the date of the Order.

Ordered by:



PAMELA C. CREEDON, Executive Officer



(Date)